

# HEADQUARTERS DEPARTMENT OF THE ARMY CIVILIAN PERSONNEL BULLETIN

---

**Number 07-05**

**May 2007**

Civilian Soldiers Supporting Soldiers

## **In this Issue:**

[Ribbon Cutting Ceremony Held at Tobyhanna Army Depot](#)  
[Best Places to Work in the Federal Government – 2007 Rankings](#)  
[Job Fair in Support of the Warrior Care Mission](#)  
[New Death Gratuity](#)  
[Nonappropriated Fund \(NAF\) Pilots New Course](#)  
[Defense Travel System \(DTS\) Silent Partners Aid in Implementation](#)  
[Fort Belvoir MWR Recruitment Outreach Initiative](#)  
[Workers' Compensation Program Update](#)  
[Army Organizations Successfully Convert to Spiral 1.3](#)  
[NSPS Mock Pay Pool Exercises](#)  
[NSPS Higher Level Reviewer](#)  
[And the Winners Are...](#)  
[Increased Annual Premium Pay Limitation \(APPL\) Processing Instructions](#)  
[Call For Nominations: 2007 Roger W. Jones Award For Executive Leadership –](#)  
[Suspense: 15 June 07](#)  
[On a Personal Note](#)

- Ms. Nancy Hill
- Mr. Tony Wai
- Ms. Tiffany Williford
- Ms. Kate Byrne
- Christopher (Chris) Clark
- Margaret Strobel
- Patricia Silas
- Peter Gary
- Yomaris Correa

## **RIBBON CUTTING CEREMONY HELD AT TOBYHANNA ARMY DEPOT**

On April 3, 2007, Ms. Melinda McMillon Darby, the Assistant G-1 for Civilian Personnel (AG-1 CP); Mr. Frank Zardecki, Deputy Commander of Tobyhanna Army Depot; Mr. Robert Maze, Chief of the Army Civilian Welfare Fund; Mr. Richard Shermanski, Tobyhanna Army Depot's Installation Food and Beverage Manager; and Mr. Walter Dorosky, Director of Community Services; participated in a ribbon-cutting ceremony at Tobyhanna Army Depot for Café 4.



From left: Mr. Maze, Mr. Zardecki, Ms. Darby, Mr. Dorosky, and Mr. Shermanski attend a ribbon cutting ceremony for the opening of Café 4 at Tobyhanna Army Depot.

The opening of Café 4 was well received by employees at Tobyhanna Army Depot. Immediately following the ceremony employee's received a free lunch sponsored by the Civilian Welfare Council. Lunch included hotdogs, hamburgers, french fries, soda, and cake.

Employees can now enjoy the new dining facility located in the heart of the depot's work area. The café serves breakfast and lunch for up to 1,000 employees. The serving area features a mini food court where customers can chose from salad, soup, pizza, hoagies, grilled sandwiches, and beverages. Soldiers training at Tobyhanna Army Depot can also enjoy a great lunch or breakfast from Café 4.



Ms. Darby hosts the cake cutting ceremony for the opening of Café 4.

## **BEST PLACES TO WORK IN THE FEDERAL GOVERNMENT – 2007 RANKINGS**

On Thursday, April 19, 2007, the Department of the Army was recognized by the Partnership for Public Service and American University's Institute for the Study of Public Policy Implementation (ISPPI) as one of the Best Places to Work in the Federal Government for 2007. The Army participated in a luncheon and award presentation along with other Federal agency winners and received the award for ranking 10th among large Federal agencies. Large agencies are defined as those independent agencies or Cabinet departments with 2,000 or more full-time, permanent employees.

The data used to develop the Best Place to Work rankings was collected by the Office of Personnel Management (OPM) in its most recent Federal Human Capital Survey, completed in the summer of 2006. This survey was distributed to a stratified random sample of over 436,000 executive branch full-time permanent employees, making it the largest survey of Federal employees ever undertaken. The survey achieved a response rate of 57 percent, resulting in a final sample of over 221,000 employees. Working with the consulting firm Hay Group, the Partnership for Public Service and ISPPI created a statistical model to transform the raw survey data into specific measures of workplace satisfaction in order to create the overall Best Places to Work index. This information was used to calculate the results for each agency as well as demographic groups within these organizations. Agencies were also scored in 10 workplace environment ("Best in Class") categories such as Effective Leadership, Employee Skills/Mission Match, and Work/Life Balance.

Through this methodology, agency subcomponents were also ranked, to include a ranking of 14th for Army National Guard Units and a ranking of 26th for the U.S. Army Acquisition Support Center among such subcomponents. Army National Guard Units were also ranked 4th among Best in Class in the Employee Skills/Mission Match category.

The Best Places to Work rankings were created to provide a comprehensive and authoritative rating of employee satisfaction across agencies and subcomponents in the federal government. Employee engagement and commitment are two necessary ingredients in developing high-performing organizations and attracting the best and brightest who are needed more than ever to work in government. The Best Places to Work rankings provide job seekers unprecedented insight on opportunities for public service by highlighting the Federal government's high-performing agencies and promoting Federal organizations that often go unheralded.

All agency and subcomponent rankings may be found at [www.bestplacestowork.org](http://www.bestplacestowork.org).

## **JOB FAIR IN SUPPORT OF THE WARRIOR CARE MISSION**

In support of the Warrior Care Mission, the Walter Reed Civilian Personnel Advisory Center (CPAC) conducted a "Caring for America's Heroes" Job Fair on March 31, 2007. Hundreds of applicants attended the job fair in hopes of obtaining a position in the medical or the other career fields available. There were 178 vacancies initially reported for the job fair. Thus far, 143 selections have been made with referral lists issued and

pending selections for those remaining. The CPAC continues to receive new high-priority recruit actions daily and is working with the North Central Civilian Personnel Operations Center to quickly announce and fill the positions.



Photo caption: Applicants line up at the "Caring for America's Heroes" Job Fair.

### **NEW DEATH GRATUITY**

Section 1603 of Public Law 109-234, Emergency Supplemental Appropriations Act, June 15, 2006, provides that civilian employees on official duty in Iraq or Afghanistan during Fiscal Years 2006, 2007, and 2008, shall now receive certain allowances, benefits, and gratuities comparable to those provided to members of the U.S. Department of State Foreign Service. One of these newly available provisions provides additional death benefits to civilian employees of the Department of Defense (DOD) in case of death when the death is the result of injuries sustained in the performance of duty in Iraq or Afghanistan.

Section 413 of the Foreign Service Act of 1980, codified in Section 3973 of Title 22 of the U.S. Code, provided for the payment of a death gratuity in an amount equal to one year of the employee's salary at the time of death to members of the Foreign Service who died outside the United States in the performance of duty. Additionally, upon the death, certain travel and transportation benefits are provided. Public Law 109-234 extended these benefits to civilian employees of the DOD who die in the performance of duty in Iraq and Afghanistan. The law was not retroactive, meaning that individuals who died before June 15, 2006 are not eligible for the benefits.

Benefits under this provision are payable in addition to any benefits payable under the Federal Employees' Compensation Act (FECA). These benefits may also be paid at the same time as the \$10,000 death gratuity that is payable under Section 651 of Public Law 104-208. However, this payment cannot be made until the Department of Labor (DoL); Office of Workers' Compensation Programs determines that a survivor is entitled to select death benefits under FECA. Payments will be made by DOD Components for these benefits, not the DoL. The enabling legislation specifies [in Section 1603(c)] that



the money received under Public Law 109-234 is non-taxable. The legislation also states that the authority for this payment expires at the end of Fiscal Year 2008, so payments under this law must be made prior to October 1, 2008.

For more information, see: P.L. 109-234, consistent with provisions of 22 U.S.C. 3973, and [DOD Implementing Policy dated April 3, 2007.](#)

### **NONAPPROPRIATED FUND (NAF) PILOTS NEW COURSE**

Based on the upcoming changes in the NAF Delegated Classification Authority (DCA), the Assistant G-1 for Civilian Personnel's (AG-1 CP) NAF Branch of the Program Management Division (PMD) developed a NAF-specific DCA Certification "Train-the-Trainer" (T3) course.

A working group consisting of representatives from Headquarters, Department of the Army; Headquarters, Family, Morale, Welfare and Recreation Command (FMWRC); Headquarters, Installation Management Command (IMCOM); and PMD met and finalized the course content which provides an overview of the NAF classification process, applicable laws, regulations, policies, and guidance.

The PMD NAF Branch is conducting a series of DCA certification classes for senior level NAF Human Resources (HR) staffs with the goal of training and certifying at least one representative from each CPAC. These individuals will, in return, be ready to train and certify those managers who are delegated the classification authority for NAF.

Specialists from 18 installations attended the pilot course held at Aberdeen Proving Ground (APG) from April 24-25, 2007. Along with the participants, the PMD NAF staff evaluated the course and gave it overall excellent ratings. More T3 courses are scheduled to be conducted at APG and in Korea and Europe as well. Taking this important training to European and Korean based employees will provide a tremendous cost savings to the Army.

### **DEFENSE TRAVEL SYSTEM'S (DTS) SILENT PARTNERS AID IN IMPLEMENTATION**

Over the past few months, the DTS implementation has taken a front seat within the Office of the AG-1 CP. The Resource Management Branch was tasked with making sure that DTS was fully implemented across the areas and throughout the PMD. The task in and of itself was monumental, and called for a course of action that first, could be executed expeditiously, and second, would prove to be the most transparent. Many users are not aware of the complexities involved in structure building, routing, budget shell creation, loading of accounting lines, etc., all while ensuring the highest level of information security was maintained. And truthfully, users should not be. That's the beauty of what these silent partners have done.

Lead by Rodrigo Velazquez, PMD's Lead Defense Travel Administrator, 1,800 users were connected to the AG-1 CP hierarchy, 129 persons were trained, 283 routing lists have been created or realigned, 919 lines of account have been rolled over, and 138 subordinate organizational structures were created. All of the Area Management

Support Offices came together to connect systems, much like a heart surgeon would connect the arteries to a heart. Well maybe not exactly like a surgeon, but you get the point. What an absolute job well done! Special thanks to:

- Rodrigo Velazquez and Shelia Pitts of PMD.
- Rhonda Rielly, Dolores McGee, and Esra Carlson of the Northeast Area.
- Endre Gayer and Cynthia Robinson of the South Central Area.
- Pat Ofslager and Dave Novak of the North Central Area.
- Dennis Tyree of the West Area.
- Kelema Bellamy and Sonia Dixon of the Southwest Area.
- Elizabeth Knopf of the Europe Area.
- John DeMilita and Zelma Jordan-Little of the Korea Area.

### **FORT BELVOIR MWR RECRUITMENT OUTREACH INITIATIVE**

As part of a community outreach staffing initiative, Fort Belvoir's MWR Senior Staffing and Recruitment HR Specialist has established a working relationship with NEW HOPE HOUSING, INC. New Hope Housing's employment program is represented by Mr. Joseph H. Boddie, Jr., Director of Employment and Educational Services, and their offices are located in Alexandria, VA.

New Hope's mission is to provide homeless families and individuals shelter and tools to build a better life. New Hope has responded to job announcements from the Fort Belvoir NAF HR Office and provided several candidates for consideration for several entry level NAF positions. We have had four referrals from them and two candidates have been selected. One candidate subsequently declined the offer and there is one success story so far.

As New Hope becomes more familiar with the staffing needs and requirements for the Fort Belvoir MWR organizations, they will begin to provide some additional training and counseling to their associates and increase the number of referrals they provide.

### **WORKERS' COMPENSATION PROGRAM UPDATE**

Last year, Workers Compensation cost the Army \$180 million. The year before, the cost was \$175 million. About 75 percent of this amount was for "compensation," salary replacement for injured employees who never came back to work, not for medical bills. The Federal Employees Compensation Act (FECA) entitles an injured employee to salary replacement until an installation makes a job that fits any on-going medical restrictions. If the installation doesn't make a suitable job offer, the employee stays on compensation - for a lifetime.

A recently-completed Lean Six Sigma project revealed that Army made job offers to only 3 percent of its employees on long-term compensation. It is extremely important that every long-term claimant receives an offer to return to work - otherwise the cost will continue to increase every year.

On March 1, 2007, the Assistant Secretary of the Army (Manpower and Reserve Affairs) and the Assistant Secretary of the Army (Installation and Environment) signed a

joint memorandum supporting return to work efforts for long-term employees and mandating that every installation have a FECA Working Group, chaired by the installation commander. Several commands have endorsed this memorandum with their own internal memorandum, emphasizing the importance of Workers Compensation and awareness of injuries.

On other topics related to Workers Compensation, all CPACs are reminded that all new injury claims must be submitted through the on-line Electronic Data Interchange (EDI) software. The only exception would be a rare case when the claimant has fallen out of the Defense Civilian Personnel Data System, such as a retiree filing a recurrence claim. Each installation is tracked on their compliance. Every CPAC around the globe now has access to EDI - so we ask that all use it!

The Pipeline Program is intended to ease budget constraints in bringing claimants back to work. Pipeline offers 365 days of salary "free" for any long-term Workers Compensation claimant a CPAC brings back to work, as well as over-hire authority. On June 6, 2007, Daisy Crowley, as Program Manager for Workers Compensation, will hold a teleconference for all Area Managers to emphasize the benefits of Pipeline. We need every installation to use the excellent help Pipeline provides!

To further assist, Daisy is working on cleaning up the DoL's data base of mailing addresses. This will ensure that the CPACs receive a copy of any letter that the Department of Labor mails to a claimant.

### **ARMY ORGANIZATIONS SUCCESSFULLY CONVERT TO SPIRAL 1.3**

Army successfully completed implementation of Spiral 1.3 on March 18 and April 15, 2007. During that period nearly 24,900 non-bargaining unit civilian employees converted to NSPS. Organizations across Army, both CONUS and OCONUS, participated in the implementation. This brings the total number of Army employees converted to NSPS to approximately 41,500. Planning is underway to convert approximately 29,000 remaining eligible employees in Spiral 2 during November 2007 and February 2008.

### **NSPS MOCK PAY POOL EXERCISES**

Between April and June of 2007, mock pay pool panel exercises will be conducted in many NSPS organizations. Mock pay pool exercises are typically conducted mid performance cycle and in conjunction with interim reviews. Mock pay pool exercises are an important part of the NSPS pay-for-performance system. The mock exercise is a way for an organization to understand the pay pool process. During the exercise, employees submit mock end-of-cycle written assessments based on actual accomplishments. Rating officials review their employees' performance and accomplishments; assign mock ratings, share assignments, and payout distribution. The rating official's recommendations are reviewed by higher level rating officials and submitted to the pay pool panel. The pay pool panel then practices the pay pool process, deliberating over employees' self-assessments and ratings, developing and applying a common understanding of rating levels, and ensuring consistency of share assignments and payout distribution across the pay pool.

While interim reviews and feedback are discussed with employees, the mock exercise results are generally not shared nor recorded as this is a practice exercise. Employees and rating officials may receive feedback concerning the quality and type of information in written assessments that contributed to identifying levels of performance. Based on the mock exercise, they may also receive additional guidance or training in writing effective performance assessments. The mock exercise may also identify the need for adjustments in other areas such as performance objectives and/or business rules.

An Army 2007 Mock Pay Pool Guide has been developed to provide detailed instructions on conducting a Mock Pay Pool and is available on the NSPS website <http://cpol.army.mil/library/general/nsps/about-paypool.html>.

### **NSPS HIGHER LEVEL REVIEWER**

The DOD 1400.25-M, subchapter 1940, Performance Management, mandates a higher level reviewer (HLR) in the NSPS performance evaluation process. The higher level review is an integral part of the performance management process and specific responsibilities are outlined in section 1940.4.7 of the Army interim issuance.

A frequently asked question is whether the rating official can also serve as the HLR. The draft Army policy prescribes that if a commander or equivalent organization head is the rating official, he or she may also serve as the HLR, but approval for doing so is delegated to the Army command/Administrative Assistant to the Secretary of the Army (AASA) who may further delegate that approval.

On March 25, 2007, the HLR functionality was added to the Performance Appraisal Application (PAA) tool. It is critical that the HLR approval of the employee's performance plan be documented in the PAA. Rating officials must ensure that this process is accomplished prior to the interim review taking place. If the performance plan is not approved by the HLR in the PAA, the system will not allow the rating official to initiate the interim review process for an employee.

An Army guide on using the PAA to develop the interim and mock self-assessment is available on the NSPS website, [Interim Review and Mock Pay Pool Assessment](#).

### **AND THE WINNERS ARE...**

In a ceremony held May 17, 2007 at the Pentagon Conference Center, three of the Army's finest civilians were recognized for their contributions to Civilian Human Resources (CHR) management and administration.

The winner of the 2006 William H. Kushnick Award is **Mr. Walter F. Dane (retired)**. Mr. Dane served as the Director, CPAC, South Central Area, East Region, Fort Lee, VA. He was recognized for his exceptional leadership ability and for HR services that resulted in process improvements and continuing customer satisfaction. He was instrumental in the preparation for converting employees to the NSPS and relocating several military schools under the Base Realignment and Closure initiative. His expert



knowledge of CHR enabled organizations and leaders to succeed and accomplish their missions.

The winner of the 2006 U.S. Army CHR Lifetime Achievement Award is **Ms. Toni B. Wainwright (retired)**. Ms. Wainwright served as Deputy Assistant G-1 for Civilian Personnel and numerous other senior CHR leadership positions throughout the Department of the Army. She was recognized for her selfless service and dedication to the Army's CHR Program. Her leadership, professionalism, and commitment to excellence have made a lasting impact on the Department's ability to accomplish its critical mission. Her lifelong dedication to the Army and achievements are a model for all to emulate.

The winner of the 2006 Nick Hoge Award is **Mr. Evan P. Krauss**. Mr. Krauss serves as a Strategic Planner with the Civilian Personnel Evaluation Agency, AG-1 CP, Alexandria, VA. He was recognized for his expertly written narrative on formalizing the DOD civilian employee's role in civil support and stability, security, transition, and reconstruction operations. His recommendation of a Civilian Reserve Corps addresses the need for a comprehensive approach for utilizing existing DOD civilian personnel and organizations to support existing military plans and strategies in support of effective operations necessary to achieve success in the Global War on Terrorism.

The honorees received their awards during a ceremony hosted by the Assistant Secretary of the Army (Manpower and Reserve Affairs), Honorable Ronald J. James. Ms. Melinda McMillon Darby, Assistant G-1 for Civilian Personnel served as the mistress of ceremonies. Later that evening, the awardees attended a banquet in their honor, held at Fort McNair, in Washington, D.C.

Be sure to convey your congratulations to these very deserving and distinguished individuals on their achievements and contributions. We are fortunate to have them as role models and look forward to Mr. Krauss' service with and for the Army.

### **INCREASED ANNUAL PREMIUM PAY LIMITATION (APPL) PROCESSING INSTRUCTIONS**

The AG-1 CP Program Management Division (PMD), worked with the AG-1 CP PPDD Employment Policy Branch and the AG-1 CP Civilian Information Services Division, Enterprise Functional Automation Branch (eFAB), to develop processing instructions for the commands to use to submit information on employees determined eligible for the higher APPL in the Central Command (CENTCOM) Area of Responsibility in calendar year 2007. Processing guidance from the DOD Civilian Personnel Management Service has changed for calendar year 2007. Although the Army implementation guidance is not yet issued, the command processing points of contacts were provided the processing instructions this week to give them a chance to understand the new procedures prior to the issuance of the Army implementation guidance.

### **CALL FOR NOMINATIONS: 2007 ROGER W. JONES AWARD FOR EXECUTIVE LEADERSHIP – SUSPENSE: 15 JUNE 07**

The Army Incentive Awards Board is seeking nominations for the 2007 Roger W. Jones Award for Executive Leadership. This award is granted by the American University School of Public Affairs to two career executives who are Senior Executive Service members of the Federal government and who have demonstrated superior leadership in achieving their agency's mission and developing other managers. Awardees receive a \$2500 cash prize and are honored in a ceremony in the fall at American University.

To nominate a candidate, the following information must be included in the nomination package:

- Signed memorandum from the head of the Army command.
- A brief biographical sketch, including employment and significant awards (maximum two pages).
- An example of the nominee's organizational achievement (describing in detail the accomplishment, its significant, and the executive's role (maximum three pages).
- A description of the nominee's commitment to effective continuity of government, including details about the nominee's contributions to promoting and institutionalizing career development (maximum three pages).
- EEO/Adverse Action Certification.

For additional information about the 2007 Roger W. Jones Award visit American University's website at <http://spa.american.edu/pages.php?ID=3>. Department of the Army award nominations must be forwarded to the Army Incentive Awards Board; e-mail address: AG1CP AIABSecretary@asamra.hoffman.army.mil. The Army Commands, Army Service Component Commands, and Direct Reporting Units will set their own suspense dates.

### **ON A PERSONAL NOTE**

The AG-1 CP is pleased to announce that **Ms. Nancy Hill** rejoined the Army Civilian Corps as the Deputy Chief, Policy and Program Development Division (PPDD), on Monday, April 30, 2007. Many of you may remember Nancy. Prior to her retirement in 2002, she held senior leadership positions with the U.S. Army Materiel Command and the Office of the Secretary of Defense. She has worked in both policy and operational settings and brings a wealth of experience to the team. Nancy has also demonstrated superb leadership capabilities and will be an extremely valuable asset to the PPDD staff. We are sure she will hit the ground running! Welcome Nancy!

The AG-1 CP PPDD, is very excited to welcome **Mr. Tony Wai** to the PPDD team. Tony will take on the responsibility of being Chief of the Management Employee Relations (MER) Branch. He transitioned right away and moved to PPDD on May 14, 2007. Tony comes to us with an excellent background in HR, MER in particular. We are taking this opportunity to begin the merger of PPDD and NSPS on a pilot basis. Tony will not only lead the MER Team in dealing with the legacy MER program but will also bring with him the responsibility for continuing to develop the NSPS performance

management system. We all recognize this is a big job and have all the confidence that Tony is up for the challenge! Welcome Tony!

*The AG-1 (CP) welcomed three newly hired CP-10 Department of the Army Fellows to our ranks:*

**Ms. Tiffany Williford** came to Army from the Department of Commerce. She has over 5 years of experience in the area of Human Capital Management, having performed work in staffing and recruitment, benefits and compensation, and EEO. Tiffany also performed work as an HR Generalist. She holds a Bachelor of Science in Psychology from Bowie State University and a Masters of Science in Business Management with a concentration in Interdisciplinary Studies from the University of Maryland, University College.

**Ms. Kate Byrne** worked as an Executive Assistant at the Nuclear Threat Initiative Office for the past 3 years. This function provides support to the Vice President of the Biological Program and the Global Health and Security Initiative. Kate has a Bachelor of Science degree in Hospitality Management, with a minor in Business Administration, from East Carolina University.

**Christopher (Chris) Clark** worked as a Transportation Security Administration Officer before accepting a Fellow position with the Department of the Army. Chris is not a stranger to Army - he was an active duty communications specialist for 6 years. Chris is a summa cum laude graduate of Kaplan University, with a major in Criminal Justice.

Norm Mineta Internship Immersion Program and has a Bachelor of Business Administration in International Public Relations with majors in International Public Relations, Marketing and Advertising.

*The "On a Personal Note" section is dedicated to providing information regarding retirements, promotions, deaths, etc. of those in our civilian personnel community. If you have information of this nature you would like included, please contact the editor at the address below.*

---

Employees can subscribe to receive the notification of CP Bulletin publication through Army Knowledge Online:

- Log on to AKO; click on "groups" on the top menu.
- Under FIND, type in "Civilian Personnel Bulletin"; click Find.
- Under Group Search Results "Civilian Personnel Bulletin," click "Profile."
- Now, click "Register."

Archived editions of the CP Bulletin are available at <http://cpol.army.mil/library/cpb/>  
Editorial Policy:

The bulletin editor encourages you to share your opinions, ideas, and suggestions. Comments and feedback from both individuals and organizations are very welcome. All correspondence must have the name and contact information of the originator in the event there is a need to reach the author for additional information. Please forward comments, suggestions, or news items for publication to the editor at CPB Editor [<CPB-info@asamara.hoffman.army.mil>](mailto:<CPB-info@asamara.hoffman.army.mil>) for final approval.

AG-1 CP OFFICE OF STRATEGIC COMMUNICATIONS  
ATTN: DAPE-CPZ-PA  
2461 Eisenhower Avenue  
Alexandria, VA 22331-0300  
FAX: (703) 325-7574

---

Office of Strategic Communications

This is a functional bulletin prepared in accordance with AR 25-30. It contains official information of importance to the civilian personnel community of the Department of the Army. The information in this bulletin expires 60 days from the date of publication.





## **ARMY CIVILIAN CORPS CREED**

**I am an Army Civilian – a member of the Army Team**

**I am dedicated to our Army, our Soldiers and Civilians**

**I will always support the mission**

**I provide stability and continuity during war and peace**

**I support and defend the Constitution of the United States and consider it an honor to serve our Nation and our Army**

**I live the Army values of Loyalty, Duty, Respect, Selfless Service, Honor, Integrity, and Personal Courage**

**I am an Army Civilian**